Employee Post-Travel Disclosure of Travel Expenses

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

2019 NOV 19 PM 4: 25

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached: The original Employee Pre-Travel Authorization (Form RE-1), AND A copy of the Private Sponsor Travel Certification Form with all attachments (itinerary, invitee list, etc.) Red River Valley Education Foundation / Red River Valley Sugarbeet Growers Association / American Crystal Sugar Company Private Sponsor(s) (list all): Travel date(s): 8/28/2019 - 8/30/2019 Name of accompanying family member (if any): none ☐ Child IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.) Expenses for Employee: Other Expenses Transportation Lodging Expenses Meal Expenses Expenses (Amount & Description) ☐ Good Faith \$878 airfare \$188 \$55 \$23 meeting room charge **Estimate** \$44 shuttle bus Actual Amount Expenses for Accompanying Spouse or Dependent Child (if applicable): Transportation Lodging Expenses Meal Expenses Other Expenses Expenses (Amount & Description) ☐ Good Faith Estimate ☐ Actual Amount Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): please see attached agenda aubrielle Rosenfeld (Printed name of traveler) (Date) TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER: I have made a determination that the expenses set out above in connections with travel described in 1869 Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule §5.

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(Revised 1/3/11)

(Signature of Supervising Senator/Officer)



EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

(Revised 10/19/15)

ETHIC JUL15719pm 4:84

Form RE-1

Name of Traveler:	Gabrielle Rosenfeld
Employing Office/Committee:	Senator Tina Smith
· · · · · ·	Valley Sugarbeet Education Foundation
Note: If you plan to extend the ti	rip for any reason you <u>must</u> notify the Committee.
Fargo, ND Destination(s):	•
Explain how this trip is specifically conf	nected to the traveler's official or representational duties:
The trip will be an opportunity of learn about the second	ut a crop that is important to Minnesota farmers and constituents, which will inform my ulture legislative staff.
Name of accompanying family member Relationship to Employee: Spouse I certify that the information contained in 7/12/19	
(Date)	(Signature of Employee)
Secretary for the Majority, Secretary for the	SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms Minority, and Chaplain):
1, Senator Tiva Smith (Print Senator's/Officer's Name)	hereby authorize <u>Gabrielle</u> Rosenfeld
	(Print Traveler's Name)
	n, to accept payment or reimbursement for necessary transportation, lodging, and
	escribed above. I have determined that this travel is in connection with his or her
private gain.	holder, and will not create the appearance that he or she is using public office for
I have also determined that the attendance of the Senate. (signify "yes" by checking be	ce of the employee's spouse or child is appropriate to assist in the representation
7/12/19	This OM
(Date)	(Signature of Supervising Senator/Officer)

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

	Red River Valley Sugarheat Education Foundation, Inc.
1.	Sponsor(s) of the trip (please list all sponsors): Red River Valley Sugarbeet Education Foundation, Inc.
	Red River Valley Sugarbeet Growers Association, American Crystal Sugar Company
2.	Description of the trip: This trip is designed to expose participants to sugarbeet farming, harvesting,
	plling, storage, processing, equipment and the related research & development science.
3.	Dates of travel: 8/28/2019 - 8/30/2019
4.	Place of travel: Fargo, North Dakota
5 .	Name and title of Senate invitees: * see addendum
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	<u>=AND</u> =
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8.	I certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

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1.	Sponsor(s) of the trip (please list all sponsors): Red River Valley Sugarbeet Education Foundation, Inc.
	Red River Valley Sugarbeet Growers Association, American Crystal Sugar Company
2.	Description of the trip: This trip is designed to expose participants to sugarbeet farming, harvesting,
	piling, storage, processing, equipment and the related research & development science.
3.	Dates of travel: 8/28/2019 - 8/30/2019
4.	Place of travel: Fargo, North Dakota
5.	Name and title of Senate invitees: Gabrielle Rosenfeld - Legislative Correspondent Senator Tina Smith
6.	I certify that the trip fits one of the following categories:
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8.	I certify that:
	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement.
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
	Given distance of Fargo, ND from Washington DC and the travel logistics and the full-day nature of
	the 1 day event, two overnight stays will be required.
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	The Red River Valley Sugarbeet Education Foundation, Inc. is responsible for organizing & coordinating
	the activities for the trip. American Crystal Sugar Company & the Red River Valley Sugarbeet Growers
	Association assist in the planning of the event & conducting the tours and educational activities.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: The Red River Valley Sugarbeet Education Foundation, Inc. was formed to educate interested persons
	about the sugarbeet industry. This trip is designed to teach participants aspects regarding sugarbeet
	farming, storage, processing * see Addendum #13.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	This is the 4th educational tour the Red River Valley Sugarbeet Education Foundation has sponsored.
	1st tour - October of 2016. 2nd tour - August of 2017. 3rd tour - August of 2018. 2019 is the 1st year for
	American Crystal Sugar Co. and Red River Valley Sugarbeet Growers Assn. to act as sponsors.

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Private Sponsor Certification - Page 3 of 4

To date the Red Riv	as solely sponsored	conscred the 3 previous		
education tours desc	cribed in #14. The Red	River Valley Sugarbe	et Growers Associa	tion participates in
"Ag In The Classroo	m" * see Addendu	m #15.		
Total Expenses for Each Participant:				
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other
	\$878 airfare	\$188	\$55	\$15 each
Good Faith estimate	\$54 shuttle bus each participant			participant (meeting room charges)
Actual Amounts				
	TOTAL: \$932	TOTAL: \$188	TOTAL: \$55	TOTAL: \$15
participation or b) the congressional particip	rip involves an event the trip involves an event to sation: event that is arranged an	that is arranged or or	ganized specifically	with regard to
participation or b) the congressional particip	e trip involves an event to pation:	that is arranged or or	ganized specifically	with regard to
participation or b) the congressional participation.	e trip involves an event to pation:	that is arranged or or	ganized specifically	with regard to
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participation or b) the congressional participation. Reason for selecting to the trip is located in the trip is located in the meadquarters of our selection of Radisson Hotel Farge	the location of the event the Red River Valley because industry. Thotal or other lodging fi	or trip cause this area is the acility: Fargo, ND 58102	ganized specifically ally with regard to Co	with regard to
participation or b) the congressional participation. The trip involves an expericipation. Reason for selecting to the trip is located in the adquarters of our selection of Radisson Hotel Farge Reason(s) for selection.	the location of the event the Red River Valley because industry. Thotal or other lodging for 201 North 5th Street	that is arranged or or and organized specific cause this area is the facility: Fargo, ND 58102	ally with regard to Co	ongressional

IL	Companies in the amount for lodging, made, the expense provided to the participant		
	Cally sequences for a sequence of the following and the parties of the particular.		
	Month provided to his participants may account as participan cuts of \$55 particips.		
22 .	Describe the type and class of transportation heing provided. Indicate whether couch, business class or first homeowhiten will be provided. If the what has in being provided, plants explain why firm class but it to provide the provided of		
	Abline - coach class Jiound big: Westernton D.O. to Fargo, ND		
	Spound transported in First, NO -28 particular describes		
27	Frepresent that the travel expenses that will be paid his at telephonoid to Secure invited do not include the paid his at telephonoid to Secure invited do not include the provided to attend of the contract of the part of the overal as paragraphs under Secure Rule 33).		
24.	Lineary communications will be provided to, publishes, or reliablement to Senate invitoes and explain why the experiment of an integral part of the events		
25 .	Liberally countify that the information contained femine is true named and correct. (Paratipe breaking appropriate and correct.) Signature of Prevent Speciestr. One of the county of the contained of the county		
	Name and Thier Field Rockstart - Freeklant - Hart Shar Valley Sugarbeat Edicator Foundation, Inc.		
	Name of Organization: Red River Valley Supurbeet Education Foundation, Inc.		
	•		
	Address 1409 Sand Street BW - Fergo, ND 65103		
	701289.A651		
	Fine Numbers 701-284-4278		
!	E-mail Achter the the transfer of the transfer		



Please join us for...

SUGAR 101: The Industry A - Z

Thursday August 29th, 2019

Farm Harvest

Piling Station / Storage

Processing Plant & Packaging

Dinner / Industry Panel

Sponsored by the Red River Valley Sugarbeet Education Foundation Point of Contact: Kirsten Stibbe • kirsten@rrvsga.com • 701.239.4151

Reasonable and necessary trip expenses are provided by the Red River Valley Sugarbeet Education Foundation

** Please reply to confirm your interest and intentions in attending our Educational Program in the Red River Valley

AGENDA: Red River Valley Education Foundation Tour

Wednesday August 28, 2019

5:50 p.m. Depart Washington DC / 10:51 p.m. Arrive Fargo, ND – hotel shuttle to Radisson Hotel Fargo

Thursday August 29, 2019

7:30 - 8:15 Breakfast / Meeting - Radisson Hotel Fargo

The breakfast meeting will cover a review of the events for the day as well as answering questions.

8:15-9:00 Leave hotel & drive North to view the Ada North rural piling site Just North of the town of Ada on Hwy 9.

9:00-9:15 Arrive at Ada North rural piling site. Observe piling site, storage and airflow related to Sugarbeet storage.

9:15-10:00 To Lynn & Chuck Johnson field - they will be harvesting just North of the Ada North piling site a few miles. Observe sugarbeet harvest operations. Ride along in a defoliator, a harvester, and a beet truck.

10:00-10:45 Depart for Dale Fischer Farm by Moorhead - he will be harvesting to the Moorhead Factory yard.

10:45-11:45 Arrive at Dale Fischer Farm – Observe sugarbeet harvest operations. Ride in harvesting machinery. Hear how each different individual piece of equipment is used in the harvesting process.

11:45-12:00 Depart / Travel to Moorhead processing factory

12:00-1:00 Arrive at American Crystal Sugar Moorhead factory, Moorhead, MN. Lunch. Processing plant Manager will provide a plant tour overview and verbalize safety guidelines.

1:00-2:30 American Crystal Sugar Processing Plant Tour. Participants will tour sugarbeet receiving and factory storage facilities as well as proceed through the processing facility to see how sugarbeets become pure sugar. Sugar Packaging Facility: Participants will view the Moorhead sugar packaging area.

Sugarbeet Storage Facility: Participants will see Processing Plant yard and long-term storage buildings.

2:30-3:00 Depart / Travel to Dan and Brian Rosenfeldt Farm

3:00-4:30 Arrive at Dan and Brian Rosenfeldt Farm- Observe sugarbeet harvest operations.

4:30 - 5:30 Travel time back to Fargo

5:30 – 8:00 Dinner / Meeting – Reflections At Rose Creek – 1550 East Rose Creek Parkway S Fargo, ND Recap the events of the tours and answer questions. Topics will include: soil conditions, harvest temperatures and weather related impact, harvest equipment function, conditions and challenges relating to beet storage, consumer v.s. commercial sugar packaging.

Friday August 30, 2019

5:50 a.m. Depart Fargo, ND / 11:52 am Arrive Washington D.C.

Addendum:

#5. Savannah Block - Legislative Correspondent / ND Senator John Hoeven

Aaron Weber - Legislative Aide / ND Senator John Hoeven

Gabrielle Rosenfeld - Legislative Correspondent / MN Senator Tina Smith

#13. and the related science via on site visits to farms and processing plants.

American Crystal Sugar Company is a grower owned cooperative whose members are engaged in sugarbeet production. This trip brings the interested persons to the fields of the growers to experience the sugarbeet harvest process from field to piling site and processing factory. American Crystal Sugar Company is always striving to advance storage methods to preserve the sugar in the beets longer, and enhance factory performance through capacity and efficiency improvements, and investing in people to give them the tools, technology, and training to perform at higher levels. The tour participants are exposed to these aspects of the cooperative.

The Red River Valley Sugarbeet Growers Association promotes the interests of its sugarbeet producing members by immersing interested persons in "hands on" innovative farming practices and advanced production methods promoting improving the productive capacity of every sugarbeet acre.

#15. to educate 4th graders on what a sugarbeet is, how they are planted, harvested & turned into sugar. The Red River Valley Sugarbeet Growers Association has a long and close relationship with North Dakota State University and the University of Crookston to coordinate sugarbeet research. They also organize truck regulation seminars and safety workshops for the growers. Plus participate in the International Sugarbeet institute which hosts one of the largest Sugarbeet trade and education shows annually.

American Crystal Sugar is a Minnesota agricultural cooperative which processes sugarbeets and markets sugar as well as sugarbeet pulp, molasses, concentrated separated by-product (CSB), betaine (collectively, agri-products) and sugarbeet seed. American Crystal is deeply rooted in the Red River Valley of North Dakota and Minnesota. As a company we are committed to the sustainability and growth of our business and to improving lives in the places where we work and live. We do that by investing in our people, our communities and the future of our Company. Our support includes scholarships, grants, contributions, volunteerism, matching gifts, donations and more. American Crystal's Community Roots giving program is primarily focused on three areas: strong communities, education with an emphasis on science, technology, engineering and math, and emphasis on science technology, engineering and math, and emphasis on science technology, engineering and math, and emphasis on science technology.

SIGNATURE PAGE FOR ADDITIONAL SPONSOR

(to be completed by each additional sponsor)

I hereby certify that the information contained on pages 1-4 or	the certification form and any
accompanying addenda, all submitted in connection with the	8.28.2019 - 8.30.2019 trip
to Fargo, ND is true, complete, and corre	Dates of Travel (Month Day, Year)
Place of Travel	
Signature of Travel Sponsor:	<u> </u>
Name and Title: Dan Younggren, President - Red Rivervalle	y Sugarbeet Growers Association
Name of Organization: Red River Valley Sugarbee	Growers Association
Address: 1401 32nd Street SW - Fargo, ND 58	3103
Telephone Number: 701.239.4151	· · · · ·
Fax Number: 701.239.4276	
E-mail Address: duck59@frontiernet.net	

SIGNATURE PAGE FOR ADDITIONAL SPONSOR

(to be completed by each additional sponsor)

I hereby certify that the information	on contained on pages 1-4 of t	he certification form and a	ny
accompanying addenda, all submit	tted in connection with the	8.28.2019 - 8.30.2019	trip
Fargo, ND Place of Trainel	is true, complete, and correct	Pates of Travel (Month Day, Year)	-
Signature of Travel Sponsor:	_ 14		
Name and Title: Tom Astrup Pre	esident & CEO - America	n Crystal Sugar Com	pany
Name of Organization: Americal	n Crystal Sugar Com	pany	
Address: 101 North Third S	treet- Moorhead, M	N 56560	
Telephone Number: 218.236.44	402		
Fax Number: 218.236.4342			
E-mail Address: tastrup@crys	stalsugar.com		
			